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Application for Assessment of Property Tax at NKDA

(Type: Vacant Land/ Land Construction Building)

Date of Completion or Possession or Purchase of the property, whichever comes earlier :* [   ] (DD/MM/YYYY)

Details of Entity filing Assessment Return

Salutation*	Mr. / Mrs./ Ms. / Janab / Md. / Dr. / Mx./ Sk.	**First Name***	
Middle Name :		**Last Name :**	
Date Of Birth or Date of Incorporation* :		**Age* :**	
Gender* :	Male/ Female/ Mx	**Date of Application* :**	
Mobile No* :		**E-mail :**	
Aadhaar Card No :		**Nationality* :**	

Relation to Property*
- Recorded Owner ☐
- Present Owner ☐
- Tenant OR Occupier ☐
- Authorized Representative ☐
- Others ☐

Name of Owner(s)* : [   ]

Specify, if Others : [   ]   **PAN Number :** [   ]

Address of the Property

Action Area* :	1 / 1(Sub-CBD) / 2 / 2(Sub-CBD)/ 3/ 3 (Sub- CBD) / CBD	**Premises No* :**	
Plot No :		**Pin Code* :**	
Country* :	India	**State* :**	West Bengal
District* :	North 24 Parganas ☐ South 24 Parganas ☐	**Sub-division * :**	
Rural or Urban* :	Urban	**Corporation / Municipality / Industrial Township / Notified Area Authority* :**	Development Authority
Block/Municipality/Corporation Name* :	N.K.D.A.	**Village or Ward :**	
Police Station :		**Post Office :**	
Address Line 1* :		**Address Line 2 :**	
Area code* :	A / B/ C/ D/ E/ F/ G/ H		

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Communication Address of Applicant   ☐ Same as previous address

Country* :	**State* :** West Bengal / Others
District* :	**Sub-division * :**
Rural or Urban* :	**Corporation / Municipality / Industrial Township / Notified Area Authority* :**
Block/Municipality/ Corporation Name* :	**Village or Ward :**
Police Station :	**Post Office :**
Address Line 1* :	**Address Line 2 :**
PIN code* :	

Details of Tax Saathi

Are you availing the help of Tax Saathi? * : Yes / No	**If Yes, Name of Tak Saathi :**
Enrolment No :	

Type and Location of Property

Type of Property * : (1)Vacant Land / Under Construction Building ☐	**Location * :** Property abutted by roads having width up to 20 mtr. ☐
(2)Apartment / Flat / Apportioned Unit.	Property abutted by roads having width above 20 mtr but up to 40 mtr. ☐
(3) Land Comprising Building (Single Assessment Unit)	Property abutted by roads having width above 40 mtr. ☐
Whether sanctioned plinth area fully utilised? * : Not applicable	**Is Gound Coverage less than 35 percent of total plot area? * :** Not applicable
Total Covered Area(Sq Ft) including open or covered garage * : Not applicable	**Total Plot Area (Sq Ft) * :**
Ground coverage(Plinth Area)(Sq Ft) : Not applicable	**Principal Use as per deed of conveyance * :** Residential
	Educational ☐
	Institutional ☐
	Assembly ☐
	Business ☐
	Mercantile (Wholesale / Storage) ☐
	Business – Assembly ☐
	Business – Mercantile (Retail) ☐
	Mercantile (Retail) – Assembly ☐
	Industrial ☐
	Information Technology and Information Technology Enabled Services Business ☐
	Hazardous ☐
Is covered area is greater than 4000sqft and principal use non-residential? : Not applicable	

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Property Details

Description of property or portion of the property * :	Property Category * :	Covered Area (Sq. ft.) :	Vacant Plot Area (Sq. ft.) :	Age of the property	Structure* Select From Drop Down ▽	Use * Select From Drop Down ▽	Occupancy :
	Vacant Land	Not applicable		Not applicable	Not applicable		Not applicable
	Vacant Land	Not applicable		Not applicable	Not applicable		Not applicable

N.B. Please use separate rows for different units of property. If occupancy and usage status is different for different portions of property then please use separate rows to enter details for each portion. Please use separate rows for open/covered parking area.

Other Details

Assessee No. of Property :		**Record of Title of Property Registered * :**	Yes / No
Date of Completion or Possession or Purchase of the property, whichever comes earlier * :	Yes / No	**Whether owner of the Property is Central Government (Government of India)? * :**	Yes / No

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Application for Assessment of Property Tax at NKDA

Use:

(1)   Residential Properties.
(2)   Garage / Car Parking Space.
(3)   Educational Institute (Private).
(4)   Health service (Private).
(5)   Office (Private).
(6)   Bank/ ATM/e-Corner (Public & Private).
(7)   Individual Standalone Shop <= 150 Sq. ft.
(8)   Mercantile (Retail)> 150 Sq. ft./ Restaurant/Restaurant with Bar/ Petrol Pump (All).
(9)   Mall/Multiplex/ Retail Establishment in Mall (All).
(10) Theatre/Auditorium /Club (Non-Govt.)
(11) Club in a Residential Complex.
(12) Ceremonial House/Community Hall
(13) Hotel 4 star and above
(14) Hotel below 4 star / Pvt. Guest House
(15) *I.T. & ITES Start-up
(16) **I.T. & ITES
(17) Communication Towers (Telecom, TV, Radio etc.)
(18) Govt. /Govt. Undertakings (except profit making organization) /Statutory Bodies Properties.
(19) Other Commercial Properties not mentioned from Sl.No. (2) to (18)
(20) Vacant Land / Land with under construction building